



NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION
257 Johnstown Center Dr.; Unit 206
Johnstown, CO 80534
970-587-8872 – <http://www.nfrwqpa.org>

ASSOCIATION MEETING AGENDA

July 24, 2025 @ 2:00 PM

Hybrid Meeting

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 217 168 394 855

Passcode: sS79zZ6P

Dial in by phone

[+1 720-739-6745](#) United States, Denver

[Find a local number](#)

Phone conference ID: 812 384 622#

Notice is given to the North Front Range Water Quality Planning Association (NFRWQPA) members and the general public that the Association will hold its regular association meeting, which is open to the public.

1. **CALL MEETING TO ORDER.**
2. **NOTICE TO MEMBERSHIP MEETING IS RECORDED.**
3. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.** – Attachment #1 (page 3).
4. **APPROVAL OF AGENDA.**
5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**
6. **PUBLIC COMMENTS.**
7. **APPROVAL OF PAST MINUTES.** – Attachment #2 (pages 4 - 7).
For review and consideration are the meeting minutes from June 26, 2025.
8. **FINANCIAL REPORTS:** – Attachment #3 (pages 8 - 10).
The June 2025 financial statement is for review and consideration.
9. **DECISION ITEM:** [Town of Lochbuie WRF Capacity Expansion Site Application.](#)
The existing Lochbuie WRF is a Modified Ludzack-Ettinger (MLE) mechanical treatment system rated for 2.00 mgd at 3,840 pounds per day (ppd) of 5-Day Biochemical Oxygen Demand (BOD5). The WRF is currently approaching its rated capacities and needs expansion. The Town is completing an interim expansion project, increasing the WRF hydraulic and organic rated capacities to 2.85 mgd and 8,890 ppd BOD5, respectively. The Town will complete this expansion through secondary treatment process aeration system improvements (blower replacement only), targeting current permit effluent limitations and nitrification. This expansion project is an interim step to provide the WRF short-term capacity while the Town completes its planning, design, and construction of a larger 6.0 mgd WRF expansion project (construction anticipated to be complete in 2028).

Recommendation: Membership Approval

10. DECISION ITEM: [Town of Keenesburg Lagoon Phosphorus Improvements Site Application.](#)

The Town of Keenesburg has submitted a Site Application for phosphorus improvements to its existing lagoon wastewater treatment system. The project involves implementing an Electro-Coagulation/Electro-Formation process and a Zeolite process to achieve nutrient reduction. The process improvements include an electrocoagulation system, comprising of a reaction tank and a clarifier system, chemical addition, a sand filter, and the zeolite ion exchange system. The improvements target phosphorus removal, but are anticipated to remove ammonia nitrogen and nitrate nitrogen from the wastewater as well.

Recommendation: Membership Approval

11. DISCUSSION ITEM: [Workgroup Update Presentations.](#)

The workgroup updates are available [HERE](#). Ideally, you should read them before the meeting and bring any questions you may have. This is the allotted time for any clarification you may need regarding workgroup updates.

12. ADJOURN

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Designated Management and Operation Agency Members

	Designation	Primary Contact	Alternate Contact	2025 Dues	
1	Ault, Town of	Management/Operation Agency	Grant Ruff	Dustin Preston	PAID
2	Berthoud, Town of	Management/Operation Agency	Chris Kirk	Wayne Ramey	PAID
3	Boxelder Sanitation District	Management/Operation Agency	Brian Zick	David Lewis	PAID
4	Brighton, Town of	Management/Operation Agency	Sherry Scaggiari	Emily Meek	PAID
5	Broomfield, City & County	Management/Operation Agency	Ken Rutt	Dennis Rodriguez	PAID
6	Dacono, City of	Management Agency	Bobby Redd	Jennfier Krieger	PAID
7	Eaton, Town of	Management/Operation Agency	Greg Brinck	Wesley LaVanchy	PAID
8	Erie, Town of	Management/Operation Agency	Jon Coyle	Bruce Chameroy	PAID
9	Estes Park Sanitation District	Operation Agency	Tony Drees		PAID
10	Evans, City of	Management/Operation Agency	Robby Porsch		PAID
11	Fox Acres Community Services	Private Agency	Richard Hopp	James Cates	PAID
12	Frederick, Town of	Management Agency	Bryan Ostler	Tiffany Lozada	PAID
13	Ft. Collins, City of	Management/Operation Agency	Kathryne Marko	Jesse Schlam	PAID
14	Ft. Lupton, City of	Management/Operation Agency	Chris Cross		PAID
15	Greeley, City of	Management/Operation Agency	Tyler Eldridge	Adam Prior	PAID
16	Hudson, Town of	Management/Operation Agency	Bryce Lange	Jennifer Woods	PAID
17	Johnstown, Town of	Management/Operation Agency	Philip Barone	Matt LeCerf	PAID
18	Keenesburg, Town of	Management/Operation Agency	Mark Gray		PAID
19	Kersey, Town of	Management/Operation Agency	Stacy Brown		PAID
20	Larimer County	Management Agency	Keila Flores		PAID
21	LaSalle, Town of	Management/Operation Agency	Barry Schaeffer		PAID
22	Lochbuie, Town of	Management/Operation Agency	AJ Euckert	Wayne Ramey	PAID
23	Longmont, City of	Management/Operation Agency	Azara Bilgin	Mary Paterniti	PAID
24	Loveland, City of	Management/Operation Agency	Joe Creaghe	Brandon Cayou	PAID
25	Mead, Town of	Management/Operation Agency	Hellen Migchelbrink	Erika Rasmussen	PAID
26	Metro Water Recovery	Operation Agency	Erik Burggraf	Jennifer Robinett	PAID
27	Milliken, Town of	Management/Operation Agency	Don Stonebrink	Brad Simons	PAID
28	Northglenn, City of	Management/Operation Agency	Manuel Freye	Shelley Stanley	PAID
29	Pierce, Town of	Management/Operation Agency	Pat Larson		PAID
30	Platteville, Town of	Management/Operation Agency	David Brand	Josh Leyba	PAID
Resource Colorado Water & Sanitation					
31	Metro District		Paul Wilson	Paul Goluskin	PAID
32	Severance, Town of	Management/Operation Agency	Nicholas Wharton	Mike Ketterling	PAID
33	South Ft. Collins San. Dist.	Management/Operation Agency	Derik Caudill	Randy Kenyon	PAID
34	St. Vrain Sanitation District	Management/Operation Agency	Chris Kampmann	Dan Feller	PAID
35	Timnath, Town of	Management/Operation Agency	Earl Smith	Justin Stone	PAID
36	Upper Thompson San. Dist.	Management/Operation Agency	Matt Allen	Suzanne Jurgens	PAID
37	Weld County	Management Agency	David Eisenbraun	Katie Sall	PAID
38	Wellington, Town of	Management/Operation Agency	Bob Gowing	Mike Flores	PAID
39	Windsor, Town of	Management/Operation Agency	Dennis Markham		PAID

Associates and Industries

40	NCWCD	Associate	Anna Hermes	Ester Vincent	PAID
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40 Representative Votes / 10 Representatives required for Quorum (25%)

rev. 6-2-25

Attachment #2



ASSOCIATION MEETING MINUTES

June 26, 2025, 2:00 PM

1. **CALL MEETING TO ORDER.**

Mr. Thomas called the meeting to order at 2:01 PM.

2. **NOTICE TO MEMBERSHIP MEETING IS RECORDED.**

Mr. Thomas notified the membership that the meeting was recorded.

3. **DETERMINATION OF A QUORUM FROM MEMBERSHIP.**

Attendance:

NFRWQPA – Mr. Thomas, Manager
Executive Committee Officers –
Vice Chair – Tyler Eldridge – Greeley
Treasurer – Jesse Schlam – Ft. Collins
Officer – Matt Allen – Upper Thompson S.D.
Officer – Chris Kampmann – St. Vrain S.D.
Officer – Savana Dumler – Berthoud

Executive Committee Officers Absent –
Chair – Brian Zick – Boxelder S.D.
Officer – Randy Kenyon – S. Fort Collins S.D.

Membership –
Brian Gandy – Loveland
Brandon Cayou – Loveland
Chad Birgenheier – Loveland
Dennis Markham – Windsor
Don Cecil – Loveland
Dustin Preston – Ault

Erik Burggraf – Metro Water Recovery
Joe Creaghe – Loveland
Jon Coyle – Erie
Mary Paterniti – Longmont
Mike Flores – Wellington
Robby Porsch – Evans
Shelley Stanley – Northglenn
Sherry Scaggiari – Brighton
Vishal Patel – Loveland

Public –
Brad Simons – MMI
Kathy Schlosser – Brown and Caldwell
Fernando Molina – JBS
Jimmy Sias – Fuzion Field Services

– Mr. Thomas announced a quorum.

4. **APPROVAL OF AGENDA.**

Mr. Kampmann motioned to approve the agenda, seconded by Mr. Creaghe. The motion carried unanimously.

5. **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST.**

Mr. Creaghe and Mr. Cayou recused themselves from agenda item 9.

6. **PUBLIC COMMENTS.**

No public comments were stated.

7. **APPROVAL OF PAST MINUTES.**

Mr. Kampmann motioned to approve the meeting minutes from May 22, 2025, seconded by Mr. Eldridge. The motion carried unanimously.

8. **FINANCIAL REPORTS.**

Mr. Kampmann moved to approve the May 2025 financial statements, seconded by Mr. Schlam. The motion carried unanimously.

9. **DECISION ITEM:** City of Loveland Site Application WRF Capacity Improvements.

Mr. Patel, with the City of Loveland, presented the Site Application for its Water Reclamation Facility (WRF) capacity improvements for consideration by the Association. Process modifications will include the addition of a third secondary treatment train and changes to the existing secondary treatment process to enhance redundancy and treat the increased influent organic loading, while meeting Regulation 85 effluent limits and preparing for future planned effluent limits. Improvements to the secondary treatment process will include additional aeration volume, fine bubble diffusers, instrumentation for ammonia, nitrate, and DO measurement to implement low DO/ammonia-based aeration control, hydrocyclones for sludge densification, a mixed liquor splitter box, and conversion to a modified Ludzack-Ettinger (MLE) configuration with internal mixed liquor recycle. The proposed changes will increase the plant's maximum month (MM) organic loading capacity to 28,100 lbs BOD5/day from 27,150 lbs BOD5/day. The hydraulic flow associated with that MM organic load has decreased from 12 MGD to 11 MGD, resulting from reduced infiltration and inflow in the City's collection system, as well as an increase in use of low-flow fixtures.

Mr. Schlam moved to approve the City of Loveland WRF Capacity Improvements Site Application, seconded by Mr. Kampmann. The motion carried unanimously.

10. **DECISION ITEM:** 2026 Association Budget.

Mr. Thomas presented the 2026 Association budget recommended by the Executive Committee for approval by the membership. The recommended 2026 Association budget includes a one-time 5% increase on membership dues for 2026 to be re-evaluated annually. This decision moves away from the previous decision to increase dues annually by 5% until 2030. Other options included freezing the membership dues or increasing dues 5% annually for five years. Table 1 below illustrates the category differences of a 5% increase in membership dues.

Mr. Kampmann moved to approve the 2026 Association budget, which includes a one-time 5% membership dues increase to be re-evaluated annually, seconded by Mr. Schlam. The motion carried unanimously.

11. **DECISION ITEM:** Colorado Wastewater Utility Council Legal Fees Request.

Mr. Kampmann motioned to approve \$1,000 towards the Colorado Wastewater Utility Council Legal Fees request to support efforts towards Regulation 61, seconded by Mr. Schlam. The motion carried unanimously.

12. **DISCUSSION ITEM:** 208 Areawide Water Quality Management Plan (208 AWQMP).

Mr. Thomas discussed the outcomes of the membership surveys as shown below.

208 AWQMP General DMOA Recommendations or Actions Survey:

- **Water Quality Protections:** 83.3% agree DMOAs should update their comprehensive plans to include water quality protections as found within the 208 Plan.
- **Construction Standards:** 50% agree DMOAs should update construction nonpoint water quality protection standards found within the 208 Plan.
- **WUSA Development Standards:** 83.3% agree DMOAs should adopt WUSA development standards found within the 208 Plan.

- **Consolidation Standards:** 50% agree DMOAs should adopt the consolidation standards found within the 208 Plan.
- **WUSA Coordination:** 100% agree DMOAs with established WUSAs should coordinate with smaller facilities.
- **Statement for Non-Adoption:** 83.3% agree DMOAs that don't adopt recommendations can provide a statement.

208 AWQMP Specific DMOA Recommendations or Actions Survey:

- Recommendations for Towns of Johnstown/Milliken, Mead/St. Vrain, should examine sewer collection consolidation and or treatment: 66.7% to 83.3% agree.
- Recommendations for Estes Park/Upper Thompson and Hudson/Keenesburg/Resource Colorado, and Boxelder/Spring Canyon Water and Sanitation District and to examine consolidation: 83.3% agree.

208 AWQMP Association Recommendations and Actions Survey:

- **Water Quality Grant:** 100% agree to pursue a grant to assess water quality improvements.
- **Promote Watershed Plan:** 100% agree to promote the regional Nonpoint Source Watershed-Based Plan.
- **Improve GIS Sewer Map:** 100% agree to improve the Regional GIS Sewer Infrastructure Map.
- **Feasibility Subcommittee:** 33.3% agree, 33.3% disagree, and 33.3% are neutral on forming a Feasibility and Implementation Subcommittee.

208 AWQMP Association Priorities and Measurable Outcomes Survey:

- **WUSA Standards:** 100% agree to measure how many DMOAs adopt or amend their local codes with WUSA development standards.
- **Nonpoint Source Watershed Based Plan Progress:** 100% agree to document the progress of the Nonpoint Source Watershed Based plan.
- **Water Quality Grant:** 100% agree to pursue a grant to assess or model the region's water quality.
- **Watershed Plan Promotion:** 100% agree to promote the regional Nonpoint Source Watershed-Based Plan.
- **GIS Sewer Infrastructure Map Improvement:** 100% agree to continue improving the Regional GIS Sewer Infrastructure Map.

13. DISCUSSION ITEM: Workgroup Update Presentations.

Mr. Thomas presented a summary of the workgroup updates, which are available [HERE](#).

14. ADJOURN

Attachment #3

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

Balance Sheet
As of June 30, 2025
Cash Basis

Account	Jun 30, 2025	May 31, 2025	\$ Change
Assets			
Current Assets			
Cash and Cash Equivalents			
1100 - Checking NFRWQPA	13,083.57	15,019.71	(1,936.14)
1250 - Colorado Trust NFRWQPA	629,038.35	632,784.32	(3,745.97)
Total Cash and Cash Equivalents	642,121.92	647,804.03	(5,682.11)
1500 - Security Deposit	1,353.00	1,353.00	0.00
Total Current Assets	643,474.92	649,157.03	(5,682.11)
Total Assets	643,474.92	649,157.03	(5,682.11)
Liabilities and Equity			
Liabilities			
Current Liabilities			
2406 - Accrued Vacation Payable	1,592.31	1,592.31	0.00
2300 - Pension Payable	844.41	844.41	0.00
2407 - PERA Payable	2,535.11	2,535.12	(0.01)
2050 - Mark's CC x5076	921.55	416.65	504.90
Total Current Liabilities	5,893.38	5,388.49	504.89
Total Liabilities	5,893.38	5,388.49	504.89
Equity			
2810 - Assets Beginning of Year	572,240.82	572,240.82	0.00
Current Year Earnings	169,115.57	175,302.57	(6,187.00)
3900 - Retained Earnings	(103,774.85)	(103,774.85)	0.00
Total Equity	637,581.54	643,768.54	(6,187.00)
Total Liabilities and Equity	643,474.92	649,157.03	(5,682.11)

No assurance is provided on these financial statements.
The financial statements do not include a statement of cash flows.
Substantially all disclosures required by GAAP omitted.

NORTH FRONT RANGE WATER QUALITY PLANNING ASSOCIATION

Statements of Revenue and Expenses - Budget vs Actual

For the one month ended June 30, 2025

Cash Basis

Account	Jun 2025	Jan-Jun 2025	Budget	% of Budget
Income				
9010 - Membership Dues	0.00	178,158.75	174,851.00	101.89%
9015 - Nonmember Review Fees	0.00	2,992.00	0.00	0.00%
9020 - Interest Income	2,254.03	12,495.47	10,000.00	124.95%
9030 - CDPH & E	0.00	0.00	26,700.00	0.00%
9040 - 319 Grants NPS Watershed Plan	7,488.75	87,494.03	25,000.00	349.98%
9990 - Miscellaneous	0.00	20,000.00	0.00	0.00%
Total Income	9,742.78	301,140.25	236,551.00	127.30%
Expenses				
3100 - Salary	10,647.75	63,886.50	127,773.00	50.00%
3102 - Dental Insurance	112.00	672.00	1,500.00	44.80%
3103 - Vision Insurance	21.25	127.50	300.00	42.50%
3200 - Health Insurance	2,063.50	12,381.00	25,000.00	49.52%
3300 - Retirement Contributions	319.43	1,916.58	4,500.00	42.59%
3400 - FICA/PERA Manager	1,731.32	10,387.92	25,000.00	41.55%
3600 - Workman's Compensation	0.00	292.00	550.00	53.09%
5010 - Rent & Utilities	1,566.00	9,396.00	20,000.00	46.98%
5100 - Telephone Cellular	75.00	450.00	900.00	50.00%
5120 - Interest	0.00	0.00	10.00	0.00%
5130 - Internet Service	188.26	1,129.35	3,000.00	37.65%
5140 - IT Support	239.88	2,877.41	5,000.00	57.55%
5150 - Advertising	0.00	0.00	500.00	0.00%
5160 - Insurance	0.00	0.00	750.00	0.00%
5300 - Office Supplies	89.98	354.37	2,500.00	14.17%
5350 - Postage	0.00	73.00	150.00	48.67%
5400 - Dues & Subscriptions	0.00	1,311.00	5,000.00	26.22%
5425 - Intergovernmental Assist	0.00	3,000.00	10,000.00	30.00%
5450 - Training	0.00	0.00	500.00	0.00%
5500 - Mileage Reimbursement	0.00	137.34	1,000.00	13.73%
5510 - Meals & Lodging	201.91	329.48	2,500.00	13.18%
5520 - Transportation	0.00	15.50	1,000.00	1.55%
5550 - Conferences	0.00	0.00	3,000.00	0.00%
5600 - Accounting	260.00	1,560.00	4,500.00	34.67%
5650 - Auditing	0.00	0.00	7,500.00	0.00%
5700 - Legal	(1,586.50)	10,296.00	15,000.00	68.64%
5750 - Bank Charges	0.00	0.00	50.00	0.00%
5800 - Capital Recovery	0.00	0.00	750.00	0.00%
5850 - Capital Expenditures	0.00	0.00	5,000.00	0.00%
5900 - Contingency Website	0.00	648.00	0.00	0.00%
6010 - Contract Services/GIS	0.00	10,783.75	25,000.00	43.14%
6011 - Contract Services Office	0.00	0.00	2,500.00	0.00%
6025 - Operations Contingency w/Board	0.00	0.00	20,000.00	0.00%
6040 - SUSPENSE	0.00	(0.02)	0.00	0.00%
Total Expenses	15,929.78	132,024.68	320,733.00	41.16%
Net Revenues and Expenses	(6,187.00)	169,115.57	(84,182.00)	-200.89%

No assurance is provided on these financial statements.
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 Substantially all disclosures required by GAAP omitted.